



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

**DATE:** June 15, 2018

**TO:** Mayor and Commissioners

**FROM:** Krishan Manners, Village Manager

**RE:** Village Update

Mayor and Commissioners:

**In preparation for Hurricane Season, we have scheduled a quarterly Waste Pro extra bulk trash pickup for tomorrow, Saturday, June 16<sup>th</sup>. The 2 cubic yard limit will need to be followed, but this additional pickup followed by the regular pickup on Monday will allow residents to dispose of the extra yard waste they may have accumulated. Waste Pro will begin picking up on Saturday morning, but will make a second sweep through the Village early that afternoon to remove any leftover piles.**

- **FINANCE:**

All payroll and payables are current. Working on reconciliations for 2017, which should be complete by 7/31. Auditors have already presented the Village with a list of items they will need to produce the 2017 Audit.

- **CODE:**

Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches. Also, we have been working together to get the department up to speed as this will be ongoing.

The Code Board meeting was held on June 11, 2018. This week we have been working on the Orders of Compliance and coordinating notes for the minutes of the meeting. Worked extensively on cases for the Code Board as this week's meeting was cumbersome with case issues.

**Enforcements by Category for this week:**

Admin Citations Issued: 3

Closed Cases: 3

Notices to Appear: 0

Orders of Enforcement: 12

Total New Cases Opened: 18

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### **Report Totals for this week:**

Administrative citations – 3  
Commercial Vehicles - 1  
Permit Required - 8  
Pool Water Maintenance – 1  
Roof Cleaning – 1  
Tree Removal – Permit Req'd – 1

- **POLICE:**

### **Police Department's Statistics for the Period**

**Total Cases: 38**

#### Total Cases by Category

Alarms: 4  
Assists to Police Agencies: 7  
Sick/Injured Person: 4  
Suspicious Person/Vehicle: 3  
Information/Non-Criminal Investigation: 18  
Repossession: 0  
Residential Burglary: 0  
Domestic Battery Arrest: 0  
Hit and Run: 0  
Vehicle Burglary: 1  
Traffic Crash: 1

### **Significant Activity:**

#### **(1) Traffic Crash**

**(1) Vehicle Burglary located at the 600 block of 114 Street. Complainant stated that he left the truck window opened and advised that money and a cell phone was taken.**

- **PARKS & RECREATION:**

Parks & Rec. Manager worked on new program preparations. Met with Rec. Staff to implement adjustments for summer. Worked on the newsletter formatting and promotion. Weekly grounds and building maintenance.

- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Mowed butterfly garden at NE 10th Avenue & 109th Street, Village lot at NE 10th Avenue & 110th Street, Rec. Center and ball field, Village hall and Church parking lot, Griffing Park, NE 114th Street and all alleyways. Began trimming tree limbs that block or obstruct the view of the stop signs and road signs throughout the

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Village. Assisted with the company that Grubbs sent out to begin repairing the gashes that are in the road after the Hurricane cleanup. Met with the new Chief of Police to go over a few changes that he would like to do in the Police Department.

- **ADMINISTRATION:**

Manager worked with CITT auditor to provide additional information for the audit. Attended Code Compliance Board and Parks & Parkways Board meetings. Attended Commissioner Heyman's annual Hurricane Strategy Meeting on Monday. Attended Emergency Operations Center training on Thursday. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level and is now being reviewed for final approval. An additional request for information arrived from FEMA today and is being addressed. Once approved, it is sent to the State of Florida for review, approval and payment.

**Wishing everyone a great weekend!**